

OFFICE OF THE CHIEF OF POLICE

May 13, 2020

NOTICE

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TO: All Department Personnel

FROM: Chief of Police

SUBJECT: TRACKING CALLS FOR SERVICE INVOLVING INDIVIDUALS
DEMONSTRATING SYMPTOMS OF OR SUSPECTED OF HAVING COVID-19

The Department is implementing methods to better track Incidents and Calls for Service involving individuals exhibiting symptoms of or suspected of having COVID-19.

Effective immediately, personnel shall use the following additional procedures to best capture those Incidents and Calls for Service:

Officers Completing a Radio Call

- Officers equipped with a Mobile Data Computer (MDC) who respond to a radio call with an individual exhibiting symptoms of or suspected of having COVID-19 shall complete the call on the MDC with the appropriate disposition code and add the applicable “Recap” codes listed below:
 - Recap Codes:
 - “CV19”: Incident is related to COVID-19 (e.g., grocery store dispute, restaurant/bar/social club remaining open in violation of the Mayor’s Public Order).
 - “CVSYM”: Incident involved an individual exhibiting symptoms of or who is suspected of having COVID-19 (e.g., cough, difficulty breathing, fever).
- Officers without an MDC who complete a Call for Service or Incident shall ensure a unique incident number is created for the encounter and voice the disposition of the call with the appropriate disposition and Recap code.

Note: Officers shall follow Department guidelines and publications, such as the Emergency Preparedness Bulletin, *Coronavirus Disease 2019 (COVID-19) Exposure Procedures*, dated March 2020, for making a determination of individuals who are exhibiting symptoms of COVID-19.

Communications Division (CD) Personnel

- Police Service Representative (PSRs) shall continue to determine if the request for police response may be related to an individual who has COVID-19 pursuant to Communications Divisional Order No. 2, *Temporary Call-Taking and Dispatch Procedures During the Coronavirus Disease Outbreak – Revised*, dated March 18, 2020; and,
- If a Call for Service involving an individual suspected of having COVID-19 qualifies as a System to Optimize Radio Car Manpower (STORM) call and the PSR closes out the incident, both dispositions of “CTR” and “CVSYM” shall be used to indicate the call was STORMed and related to Coronavirus.

If you have any questions regarding this Notice, please contact the Evaluation and Administration Section, Office of Operations, at (213) 486-6050.



MICHEL R. MOORE
Chief of Police

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